

**310.15****Licensed Practical Nurse Guidelines****Qualifications and Requirements**

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<b>Policy</b>	A WIC licensed practical nurse (LPN) must be licensed in the state of Iowa.
<b>Desirable skills</b>	<p>The following experiences and skills are desirable:</p> <ul style="list-style-type: none"><li>• Computer skills including word processing and/or data entry;</li><li>• Professional work experience in public health services, and</li><li>• Ability to work well with a diverse population of low-income persons with possible language/cultural barriers.</li></ul>
<b>Physical requirements</b>	This position may involve lifting up to 50 pounds.
<b>Travel requirements</b>	Travel to outlying clinic sites may be required. Driving responsibilities and transportation scheduling are determined by each agency.
<b>Supervision of LPNs</b>	<p>LPNs are responsible to the agency's WIC program coordinator. An agency supervising registered nurse (RN) must assess the competency of the LPN to perform the tasks noted under clinic responsibilities. An agency RN must be available for consultation but is not required to be on site during clinic.</p> <p><u>Reference:</u> IAC 655-6.6(6)</p>

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## Responsibilities

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**Introduction** LPNs may have all or a combination of responsibilities in the following areas.

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**Clinic** A LPN may perform only those duties of a WIC nurse that are within the realm of practice for a licensed practical nurse, or duties as delegated by the agency supervising RN. These may include:

- Performing and recording weight and length/height measurements,
  - Performing and recording hemoglobin tests,
  - Asking the questions and recording the responses on the health history,
  - Promoting and supporting breastfeeding efforts,
  - Functioning as a member of the agency chart audit team, and
  - Providing basic health education and anticipatory guidance including:
    - Immunization
    - Oral health
    - Substance use
    - Family planning
    - Lead screening, and
    - Access to care and other services
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**Tasks that are excluded**

A LPN may not:

- Complete a diet assessment,
- Assign nutrition risk codes,
- Determine WIC certification eligibility,
- Provide nutrition education related to the determined eligibility risks, or
- Create or revise a food package.

Note: LPNs may ask the questions and record responses on the health history. However, a CPA must assign nutrition risk codes and provide education related to the determined eligibility risks. LPNs may provide education and anticipatory guidance on other topics for which the supervising RN has assured their competency.

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**Data system**

LPN data system responsibilities may include:

- Setting up computers and printers correctly, and preparing for transport;
  - Maintaining data system equipment;
  - Entering information into the data system;
  - Synchronize data with state WIC office; and
  - Report equipment and data system issues to the WIC HelpDesk
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**Training tasks**

A LPN must attend meetings and conferences that enhance training and skills.

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## Responsibilities, Continued

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**Interaction  
with various  
programs**

The LPN's position may require communication or interaction with:

- Iowa Department of Public Health
  - Department of Human Services
  - Public Health Nursing
  - Area physicians, HMOs and hospital staff
  - Area Education Agency
  - Family Planning agencies
  - Lead Poisoning Prevention programs
  - Child Health Specialty clinics
  - Maternal Health programs
  - Child Health programs
  - Head Start
  - Other community groups,
  - Staff of other WIC agencies, and
  - I-Smile
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